

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
SPECIAL MEETING AGENDA
THURSDAY, DECEMBER 19, 2013**

BOARD AGENDA PACKETS AND INFORMATION:

Complete Board meeting packets are available for review at the Administration Building, the District's six high schools, and at public libraries throughout West County.

Complete Board agendas and packets are available online at: www.wccusd.net.

Any writings or documents that are public records and are provided to a majority of the governing board regarding an open session item on this agenda will be made available for public inspection in the District office located at 1108 Bissell Avenue, Richmond, CA 94801 during normal business hours. In addition, such writings and documents may be posted on the District's website as noted above.

ATTENDING BOARD MEETINGS:

The public is warmly invited to attend and participate in all WCCUSD Board of Education meetings.

Location: **LOVONYA DEJEAN MIDDLE SCHOOL
3400 MACDONALD AVENUE
RICHMOND, CA 94805**

Time: The **Board of Education's Open Session meeting will begin at 6:30 PM.** The Board will convene at **6:00 PM** in the Multi-Purpose Room to receive comments from anyone wishing to address the Board regarding closed session items (Exhibit A). The Board will then adjourn to closed session and reconvene in open session to address the regular agenda (Exhibits B-G) at 6:30 PM.

Order of Business: **ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE**

Special Accommodations: Upon written request to the District, disability-related modifications or accommodations, including auxiliary aids or services, will be provided. Please contact the Superintendent's Office at 510-231-1101 at least 48 hours in advance of meetings.

"of children be more careful than anything."
e.e. cummings

B. OPENING PROCEDURES

B.1 Pledge of Allegiance

B.2 Welcome and Meeting Procedures

B.3 Roll Call

B.4 Report/Ratification of Closed Session

* **B.5 Agenda Review and Adoption (Public Comment)**

* **B.6 WCCUSD Public Comment**

Members of the public are invited to speak to the Board about any matter that is not otherwise on the agenda and is related to issues affecting public education in the WCCUSD. **Approximately 30 minutes will be allocated for this item.** If there are more requests to speak than can be heard within this time limit, “WCCUSD Public Comment” will continue after Item G. Individuals wishing to speak must submit a “WCCUSD Public Comment” form prior to the beginning of this item on the agenda.

Depending on the number of persons who wish to speak, from one to three minutes will be allocated to each speaker at the discretion of the President of the Board in order to accommodate as many speakers as possible. The Board cannot dialogue on any issues brought before it by the public that have not been previously agendized, but may refer these to staff for response and/or placement on future agendas.

C. BUSINESS ITEMS

CONSENT ITEMS (Routine Matters)

Consent Calendar Items designated by “CI” are considered routine and will be enacted, approved and adopted by one motion, unless a request for removal, discussion or explanation is received from any Board member or member of the public in attendance. Items the Board pulls for discussion or explanation will be addressed following Section E.

***CI C.1 Board Calendar for 2014**

Comment:

At the annual reorganization meeting, the Board establishes the calendar for the ensuing year. Below is the calendar that has been revised after Board member suggestions during the December 11, 2013 meeting.

January 4: Annual Board Retreat

Regular Meetings

January 8 and 29

February 12

Special Workshop Meeting

February 26

Regular Meetings

March 12 and 26

April 23

May 14 and 28

June 11 and 25
July 9 and 23
August 13
September 3 and 17
October 1 and 15
November 5 and 19
December 17

Recommendation:

That the Board adopt the calendar of meetings for 2014

Fiscal Impact:

None

***CI C.2 Chevron’s “Energy for Learning” STEM Education program funds
WCCUSD’s Middle School Mathematics and Science Initiative (MSMSI)**

Comment:

Chevron’s “Energy for Learning” STEM Education program recently funded WCCUSD’s Middle School Mathematics and Science Initiative (MSMSI) grant proposal. MSMSI, in coordination with Mathematics Achievement Academies (MAA) and East Bay Academy for Young Scientists (EBAYs) will create and institutionalize a new model for summer programs for middle school students in WCCUSD.

WCCUSD’s MSMSI students will gain critical knowledge and experiences that will directly prepare them for the upcoming year’s mathematics course through an MAA instructional block in the morning, as well as actively participate in scientific investigations with community-relevant themes through EBAYs instructional blocks in the afternoon.

Recommendation:

Recommend Approval

Fiscal Impact:

None (Chevron Grant Award to WCCUSD = \$100,000)

***CI C.3 Chevron’s “Energy for Learning” STEM Education program funds
WCCUSD’S Chevron Science Initiative – Richmond (CSIR)**

Comment:

Chevron’s “Energy for Learning” STEM Education program recently funded WCCUSD’s Chevron Science Initiative – Richmond (CSIR) grant proposal. The grant will provide funding for training and implementation of two full-time high school science coaches to serve in West Contra Costa Unified School District.

CSIR will enable WCCUSD to provide daily high school science classroom coaching support necessary to support teachers in implementing best practices in science content and pedagogical strategies. Teachers will be provided with a coherent and cohesive content-focused supportive model to improve instructional practice and academic outcomes for students.

Recommendation:
Recommend Approval

Fiscal Impact:
None (Chevron Grant Award to WCCUSD = \$200,000)

***CI C.4 Montalvin Elementary School Classroom Building Project Award of Contract**

Comment:

Baker-Vilar has prepared plans and specifications for the project. Scope of work includes: Construction of a new 1-story classroom building (3964 Sq. Ft) with a community kitchen, restrooms and covered walkway at Montalvin Elementary School, and limited scope associated with service connections for the new classroom wing in existing building "C" South. Work also includes, but is not limited to, site clearing, earthwork, water, sanitary sewer and storm drainage system, construction of bioretention area, paving and stripping, chain link fence and gates, custom metal fence and gates, rough and finish carpentry, steel doors and frames, aluminum windows, paints, signs, mechanical, electrical, fire protection, and plumbing provisioning, energy management system, fire alarm system, and new fire hydrant. The scope also includes installation of the security infrastructure.

The District conducted a public bid process for the project. Bids were opened on December 19, 2013. The bid price includes the contract value and unit pricing, used for negotiating change orders only.

Recommendation:
Award contract to the lowest responsive, responsible bidder after the expiration of the protest period.

Fiscal Impact:
Funded from the Measure D-2010 Bond

***CI C.5 Ratification and Approval Engineering Services Contracts**

Comment:

Contracts have been initiated by staff using previously qualified consulting, engineering, architectural, or landscape architectural firms to assist in completion of the referenced projects. Many of the firms are already under contract and the staff-initiated work may be an extension of the firm's existing contract with the District. Public contracting laws have been followed in initially qualifying and selecting these professionals.

Recommendation:
Ratify and approve contracts

Fiscal Impact:
Total for this action: \$1,196,368. Funding sources Measure J Bond, Measure D-2010 Bond, Measure E 2012, and Fund 40.

D. AWARDS, RECOGNITIONS, REPORTS

*** D.1 Recognition of El Cerrito High School Varsity Football Team**

Comment:

We would like to recognize and congratulate El Cerrito High School Varsity Football team for their championship in the 2013 Tri County League/Rock Division and 2013 North Coast Section Division III. On December 14, 2013 they will be competing in the 2013 CIF Northern California Regional Division III Championship Bowl Series. We commend the team on their achievements.

We would also like to recognize and commend head coach, Mr. Kenny Kahn in his dedication and commitment to the students.

Recommendation:

For Information Only

Fiscal Impact:

None

E. ACTION ITEMS

*** E.1 Approval of Agreement with United Teachers of Richmond (UTR) / AB1200
Public Disclosure of Collective Bargaining Agreement with UTR**

Comment:

District and United Teachers of Richmond (UTR) have reached tentative agreement through collective bargaining reopener proposals which was sunshined for the 2013-14 on October 2, 2013. A copy of the Tentative Agreement will be provided at the Board meeting. Once UTR has ratified the Agreement (scheduled for December 18, 2013), it will be presented to the Board of Education for ratification.

School districts are required to publicly disclose the provisions of all collective bargaining agreements before they ratify an agreement. This ensures that the public is aware of the details associated with a tentative collective bargaining agreement before it becomes binding on the district. A summary of the financial implications associated with the agreement will be presented at the Board meeting. This summary will be provided to the County Office of Education.

The Board will receive public comment on the proposed contract changes before the Board votes to ratify the Agreement.

We want to take this occasion to thank the representatives of UTR for their time and effort in reaching this accord.

Recommendation:

Recommend that the Board of Education ratify the Tentative Agreement between the West Contra Costa Unified School District and the United Teachers of Richmond

Fiscal Impact:

2013-14 \$1.5 million

*** E.2 Resolution 44-1314: Adoption of Uniform System of Prequalifying and Rating Prospective Bidders for Construction Projects**

Comment:

Public Contract Code section 20111.6 requires that school districts prequalify contractors on all public projects awarded on or after January 1, 2014, that use funds received pursuant to the Leroy F. Greene School Facilities Act of 1998 or any funds from any future state school bond monies, and that involves a projected expenditure of one million dollars (\$1,000,000) or more (“Mandatory Prequalification”). The District intends to develop a Uniform System of Prequalifying and Rating Prospective Bidders (“Prequalification”) for prequalification of all trade contractors and subcontractors for District projects that will be awarded on or after January 1, 2014, and that meet the statutory threshold for the Mandatory Prequalification.

The District also intends to require Prequalification for “Major Projects.” Major Project is defined to mean a construction project that has a projected expenditure of Sixteen Million Dollars (\$16,000,000) or more. The Prequalification for Major Projects will require that all trade contractors and subcontractors that intend to bid on a Major Project to perform any subcontract work in excess of Five Hundred Thousand Dollars (\$500,000) complete and submit to the District a standardized Prequalification questionnaire and financial statement. This enhanced Prequalification process enables the District to build a pool of contractors and subcontractors that have demonstrated they meet certain minimum District criteria.

The District also intends to develop a prequalification for the Richmond Swim Center Building Remediation and Aquatic Programming Project for Prequalification of specified trade and specialty contractors and subcontractors.

Recommendation:

Adopt Resolution No. 44-1314 – Adopting Uniform System Of Prequalifying And Rating Prospective Bidders For Prequalification On Certain Construction Projects Pursuant To Public Contract Code Section 20111.6

Fiscal Impact:

No fiscal impact or implications associated with the approval of these documents

F. DISCUSSION ITEMS

*** F.1 Project Status Report for Portola Middle School**

Comment:

The District has contracted with HY Architects for the design and construction administration of the Portola Middle School project. The Architect of Record and the Bond Team will provide a brief presentation to the Board on the project’s status.

Recommendation:

For Information Only

Fiscal Impact:

None

* **F.2 Project Status Report**

Comment:

The following are provided for review of Facilities Planning and construction in the District's Bond Program and for information regarding individual projects:

- Engineering Officer's Report
- Construction Status Reports

Recommendation:

For Information Only

Fiscal Impact:

None

G. COMMENTS OF THE BOARD OF EDUCATION AND SUPERINTENDENT

H. THE NEXT SCHEDULED BOARD OF EDUCATION MEETING

Lovonya DeJean Middle School – January 8, 2014

I. ADJOURNMENT

At 10:00 PM, any items remaining on the agenda that require immediate attention will be moved to this time. All other items will be tabled to another or the following Board meeting in order to make fair and attentive decisions. The meeting will adjourn at 10:30 PM. The meeting may be extended by a majority vote of the Board of Education.

The public may address items which are marked with an asterisk (*).

A. CLOSED SESSION

A.1 CALL TO ORDER

A.2 DISCLOSURE OF ITEMS TO BE DISCUSSED IN CLOSED SESSION
(Government Code 54957.7)

A.3 RECESS TO CLOSED SESSION AS SCHEDULED

See Exhibit A

(Government Code Section 54954.5)

The **Open Session** will resume at the end of the **Closed Session** in the Multi-Purpose Room at approximately **6:30 PM**.

EXHIBIT A

(Government Code Section 54954.5)
CLOSED SESSION AGENDA

December 19, 2013

1. CONFERENCE WITH REAL PROPERTY NEGOTIATOR

2. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION
[Government Code Section 54956.9(a)]

- a. WCCUSD v. Orrick
- b. Palmer and Pollack v. WCCUSD

3. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED/POTENTIAL LITIGATION
[Government Code Section 54956.9(b)]

Four cases

4. LIABILITY CLAIMS (Government Code Section 54956.95)

5. CONFERENCE WITH LABOR NEGOTIATORS

- a. Superintendent/Dr. Bruce Harter
- b. Employee Organizations
 - UTR
 - Local One
 - School Supervisors Association
 - WCCAA
- c. Unrepresented Employees

- Confidential and Management

6. PUBLIC EMPLOYEE APPOINTMENT

Executive Director

7. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957)

8. STUDENT DISCIPLINE (Education Code Section 35146)

Expulsions

9. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE/COMPLAINT
(Government Code Section 54957)

Certificated / Classified Employee Dismissal

10. REPORT OF CLOSED SESSION ACTIONS

West Contra Costa Unified School District
1108 Bissell Avenue
Richmond, California 94801
Office of the Superintendent

ITEM REQUIRING ATTENTION----BOARD OF EDUCATION

To: Board of Education

Meeting Date: December 19, 2013

From: Bruce Harter
Superintendent

Agenda Item: CI C.1

Subject: Board Calendar for 2014

Background Information:

At the annual reorganization meeting, the Board establishes the calendar for the ensuring year. Below is the calendar that has been revised after Board member suggestions during the December 11, 2013 meeting.

January 4: Annual Board Retreat

Regular Meetings

January 8 and 29

February 12

Special Workshop Meeting

February 26

Regular Meetings

March 12 and 26

April 23

May 14 and 28

June 11 and 25

July 9 and 23

August 13

September 3 and 17

October 1 and 15

November 5 and 19

December 17

Recommendation:

That the Board adopt the calendar of meetings for 2014

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

West Contra Costa Unified School District
1108 Bissell Avenue
Richmond, California 94801
Office of the Superintendent

ITEM REQUIRING ATTENTION----BOARD OF EDUCATION

To: Board of Education

Meeting Date: December 19, 2013

From: Nia Rashidchi, Assistant Superintendent
Educational Services

Agenda Item: CI C.2

Subject: Chevron's "Energy for Learning" STEM Education program funds
WCCUSD's Middle School Mathematics and Science Initiative (MSMSI)

Background Information:

Chevron's "Energy for Learning" STEM Education program recently funded WCCUSD's Middle School Mathematics and Science Initiative (MSMSI) grant proposal. MSMSI, in coordination with Mathematics Achievement Academies (MAA) and East Bay Academy for Young Scientists (EBAYs) will create and institutionalize a new model for summer programs for middle school students in WCCUSD.

WCCUSD's MSMSI students will gain critical knowledge and experiences that will directly prepare them for the upcoming year's mathematics course through an MAA instructional block in the morning, as well as actively participate in scientific investigations with community-relevant themes through EBAYs instructional blocks in the afternoon.

Recommendation: Approval

Fiscal Impact: None (Chevron Grant Award to WCCUSD = \$100,000)

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

West Contra Costa Unified School District
1108 Bissell Avenue
Richmond, California 94801
Office of the Superintendent

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education

Meeting Date: December 19, 2013

From: Nia Rashidchi, Assistant Superintendent
Educational Services

Agenda Item: CI C.3

Subject: Chevron's "Energy for Learning" STEM Education program funds
WCCUSD'S Chevron Science Initiative – Richmond (CSIR)

Background Information:

Chevron's "Energy for Learning" STEM Education program recently funded WCCUSD's Chevron Science Initiative – Richmond (CSIR) grant proposal. The grant will provide funding for training and implementation of two full-time high school science coaches to serve in West Contra Costa Unified School District.

CSIR will enable WCCUSD to provide daily high school science classroom coaching support necessary to support teachers in implementing best practices in science content and pedagogical strategies. Teachers will be provided with a coherent and cohesive content-focused supportive model to improve instructional practice and academic outcomes for students.

Recommendation: Approval

Fiscal Impact: None (Chevron Grant Award to WCCUSD = \$200,000)

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

West Contra Costa Unified School District
1108 Bissell Avenue
Richmond, California 94801
Office of the Superintendent

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education **Meeting Date:** December 19, 2013
From: Bill Fay **Agenda Item:** CI C.4
Associate Superintendent for Operations
Subject: Montalvin Elementary School Classroom Building Project Award of Contract

Background Information:

Baker-Vilar has prepared plans and specifications for the project. Scope of work includes: Construction of a new 1-story classroom building (3964 Sq. Ft) with a community kitchen, restrooms and covered walkway at Montalvin Elementary School, and limited scope associated with service connections for the new classroom wing in existing building "C" South. Work also includes, but is not limited to, site clearing, earthwork, water, sanitary sewer and storm drainage system, construction of bioretention area, paving and stripping, chain link fence and gates, custom metal fence and gates, rough and finish carpentry, steel doors and frames, aluminum windows, paints, signs, mechanical, electrical, fire protection, and plumbing provisioning, energy management system, fire alarm system, and new fire hydrant. The scope also includes installation of the security infrastructure.

The District conducted a public bid process for the project. Bids were opened on December 19, 2013. The bid price includes the contract value and unit pricing, used for negotiating change orders only.

Recommendation:

Award contract to the lowest responsive, responsible bidder after the expiration of the protest period.

Fiscal Impact: Funded from the Measure D-2010 Bond.

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____
Approved _____ Not Approved _____ Tabled _____

West Contra Costa Unified School District
1108 Bissell Avenue
Richmond, California 94801
Office of the Superintendent

ITEM REQUIRING ATTENTION----BOARD OF EDUCATION

To: Board of Education **Meeting Date:** December 19, 2013
From: Bill Fay **Agenda Item:** CI C.5
Associate Superintendent for Operations
Subject: Ratification and Approval of Engineering Services Contracts

Background Information:

Contracts have been initiated by staff using previously qualified consulting, engineering, architectural, or landscape architectural firms to assist in completion of the referenced projects. Many of the firms are already under contract and the staff-initiated work may be an extension of the firm's existing contract with the District. Public contracting laws have been followed in initially qualifying and selecting these professionals.

Recommendation: Ratify and approve contracts.

Fiscal Impact: Total for this action: **\$1,196,368**. Funding sources Measure J Bond, Measure D-2010 Bond, Measure E-2012, and Fund 40.

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
FACILITIES PLANNING AND CONSTRUCTION**

ENGINEERING & ARCHITECTURAL SERVICES CONTRACTS

Project/Funding	Dates	Firm	Contract Cost	Reference
Alvarado Adult School and Administrative Building Access Compliance Project Fund 40 (PID:40810062-00)	December 2013 through February 2014	Sally Swanson Architects, Inc.	\$7,995	Access Compliance Survey
El Cerrito High School Stadium Project Measure D-2010 Bond (PID:3541348-00)	November 2013 through December 2014	SGL Construction Management	\$611,820	Construction Management Services.
Bond Program Management at Various Sites Measure J & D-2010 Bond	January 2014 through March 2014	SGL Construction Management	\$486,175	Program & Construction Management Services.
Bond Program Management Measure J & D-2010 Bond (PID:6151221-016)	January 2014 through June 2014	Jeffrey E. Frates	\$98,800	Additional services for Data systems consultation for Primavera integration.
Ohlone Elementary School Interim Housing Project Measure J Bond (PID:1461206-02)	December 2013 through June 2014	Powell & Partners	\$74,750	Additional Design Services for relocation of interim housing for Kindergarten and Kitchen.
Ohlone Elementary School Portable Removal & Playground Project Measure J Bond (PID:1461206-00)	December 2013 through June 2014	Powell & Partners	\$73,300	Additional Design Services for revising play area to do as one phase.
Nystrom Elementary School Modernization Project Measure J Bond (PID:1441205-02)	October 2013 through December 2013	Interactive Resources	\$7,150	Additional design coordination services for new security system.

December 19, 2013

West Contra Costa Unified School District
1108 Bissell Avenue
Richmond, California 94801
Office of the Superintendent

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education

Meeting Date: December 19, 2013

From: Wendell C. Greer
Associate Superintendent, K – Adult Operations

Agenda Item: D.1

Subject: Recognition of El Cerrito High School Varsity Football Team

Background Information:

We would like to recognize and congratulate El Cerrito High School Varsity Football team for their championship in the 2013 Tri County League/Rock Division and 2013 North Coast Section Division III. On December 14, 2013 they will be competing in the 2013 CIF Northern California Regional Division III Championship Bowl Series. We commend the team on their achievements.

We would also like to recognize and commend head coach, Mr. Kenny Kahn in his dedication and commitment to the students.

Recommendation: For Information Only

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
1108 Bissell Avenue
Richmond, California 94801-3135
Office of Superintendent of Schools

ITEM REQUIRING ATTENTION----BOARD OF EDUCATION

To: Board of Education

Meeting Date: December 19, 2013

From: Sheri Gamba, Associate Superintendent Business Services
Ken Whittemore, Assistant Superintendent Human resources

Agenda Item: E.1

Subject: Approval of Agreement with United Teachers of Richmond (UTR) / AB1200
Public Disclosure of Collective Bargaining Agreement with UTR

Background Information: District and United Teachers of Richmond (UTR) have reached tentative agreement through collective bargaining reopener proposals which was sunshined for the 2013-14 on October 2, 2013. A copy of the Tentative Agreement will be provided at the Board meeting. Once UTR has ratified the Agreement (scheduled for December 18, 2013), it will be presented to the Board of Education for ratification.

School districts are required to publicly disclose the provisions of all collective bargaining agreements before they ratify an agreement. This ensures that the public is aware of the details associated with a tentative collective bargaining agreement before it becomes binding on the district. A summary of the financial implications associated with the agreement will be presented at the Board meeting. This summary will be provided to the County Office of Education.

The Board will receive public comment on the proposed contract changes before the Board votes to ratify the Agreement.

We want to take this occasion to thank the representatives of UTR for their time and effort in reaching this accord.

Recommendation: Recommend that the Board of Education ratify the Tentative Agreement between the West Contra Costa Unified School District and the United Teachers of Richmond.

Fiscal Impact: 2013-14 \$1.5 million

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

SUMMARY OF TENTATIVE AGREEMENT

With the Public Employees Union, United Teachers of Richmond

Of the West Contra Costa Unified School District

To be acted upon by the Governing Board at its meeting on December 13, 2013.

GENERAL:

If this Public Disclosure is not applicable to all of the district's bargaining units, indicate the current status of the other units.

Certificated: Settled

Classified: Settled

COMPENSATION:

Proposed percentage increase in tentative agreement: 1% effective January 1, 2014, 3% effective July 1, 2014 applicable to all salary schedules with the exception of the schedules attached to the Common Core MOU.

Current year total cost increase for:

Salaries and Statutory Benefits: \$535,163

Health & Welfare: \$708,194

OTHER PROVISIONS

Other Compensation: (off schedule stipends, bonuses, etc.)

The hourly rate of pay was \$30, effective January 1, 2014 it will be \$31.00 per hour effective July 1, 2014 the hourly rate will be \$32.00 per hour.

Stipends will be increased by 1% and 3% on the same dates as the regular salary schedules with the exception of the schedules attached to the Common Core MOU.

The rate of pay for teachers who fill in for absences when subs are not available – period substitution or bringing students into their classes has been set at \$45 for a period sub and \$25 for an elementary teacher taking in students. On average, the cost will not be increased.

The stipend for National Board Certification was increased from \$1000 to \$2000 annually.

Additional days were added to the Speech salary schedule and a new salary schedule was created for Nurses in order to add days to their work year.

These days were already being paid through a time card process, now they are on a schedule.

United Teachers of Richmond unit members who have chosen to enroll in the health benefits programs of the district on or after January 1, 2014 receive contributions toward health and welfare benefits:

Single Party: \$673 per month

Two Party: \$1,190 per month

Family: \$1,545 per month

Effective January of 2015 new contributions will be set using an 80/20 formulary and such contributions will then be set at that rate. A 10% rate increase has been assumed to calculate the cost to the District.

Non-Compensation:

Employees hired after July 1, 2016 must attain 15 years of service to qualify for the minimum contribution CalPers Health care program.

TOTAL NET COST OF SETTLEMENT

2013-14 Cost \$ 1.5 million

2014-15 Cost \$ 4.2 million

**WAS THIS COST INCLUDED IN THE LATEST
PROJECTIONS PROVIDED TO THE COUNTY OFFICE? Yes ___ No ☒ X**

SOURCE FUNDING:

The following source(s) of funding have been identified to fund the proposed agreement for 2013-14:

Unrestricted General Fund Balance: \$ 833,049

Restricted General Fund and Other Funds: \$651,093

FISCAL IMPACT IN FUTURE YEARS:

\$3.2 million per year for 3% applied to all salary schedules effective July 1, 2014. Increase to benefits effective January 2015 – estimate based upon assumed 10% increase to health plan benefits. \$1.0 million.

Unrestricted General Fund: \$2.8 million per year

Restricted General Fund and Other Funds: \$1.4 million per year

CERTIFICATION

To be signed by the District Superintendent and Chief Business Official of the district prior to submission to the Governing Board and by the Board President upon formal Board action on the proposed agreement.

The certification is based on the most recent available information on state apportionments, property taxes and other sources of ongoing revenue as well as the most recent reasonable projections of ongoing expense.

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement in accordance with the requirements of AB1200, AB2756 and Government Code 3547.5.

The Superintendent and Chief Business Official of the district certify that, based on the best of their knowledge as of the date of this certification, the district will be able to meet the costs incurred under the proposed agreement over the term of the agreement. Furthermore, all necessary adjustments to the current budget have been or will be made in order to provide the funding for the settlement that is outlined in this statement of disclosure.



District Superintendent

12-16-13

Date



Chief Business Official

12/16/13

Date

After public disclosure of the major provisions contained in this Summary, the Governing Board, at its meeting on (date), took action to approve the proposed agreement.

President, Governing Board

Date

West Contra Costa Unified School District
1108 Bissell Avenue
Richmond, California 94801
Office of the Superintendent

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education **Meeting Date:** December 19, 2013
From: Bill Fay **Agenda Item:** E.2
Associate Superintendent Operations
Subject: Resolution 44-1314: Adoption of Uniform System of Prequalifying and Rating
Prospective Bidders for Construction Projects

Background information: Public Contract Code section 20111.6 requires that school districts prequalify contractors on all public projects awarded on or after January 1, 2014, that use funds received pursuant to the Leroy F. Greene School Facilities Act of 1998 ... or any funds from any future state school bond monies, and that involves a projected expenditure of one million dollars (\$1,000,000) or more ("Mandatory Prequalification"). The District intends to develop a Uniform System of Prequalifying and Rating Prospective Bidders ("Prequalification") for prequalification of all trade contractors and subcontractors for District projects that will be awarded on or after January 1, 2014, and that meet the statutory threshold for the Mandatory Prequalification.

The District also intends to require Prequalification for "Major Projects." Major Project is defined to mean a construction project that has a projected expenditure of Sixteen Million Dollars (\$16,000,000) or more. The Prequalification for Major Projects will require that all trade contractors and subcontractors that intend to bid on a Major Project to perform any subcontract work in excess of Five Hundred Thousand Dollars (\$500,000) complete and submit to the District a standardized Prequalification questionnaire and financial statement. This enhanced Prequalification process enables the District to build a pool of contractors and subcontractors that have demonstrated they meet certain minimum District criteria.

The District also intends to develop a prequalification for the Richmond Swim Center Building Remediation and Aquatic Programming Project for Prequalification of specified trade and specialty contractors and subcontractors.

Recommendation: Adopt Resolution No. 44-1314 – ADOPTING UNIFORM SYSTEM OF PREQUALIFYING AND RATING PROSPECTIVE BIDDERS FOR PREQUALIFICATION ON CERTAIN CONSTRUCTION PROJECTS PURSUANT TO PUBLIC CONTRACT CODE SECTION 20111.6

Fiscal Impact: No fiscal impact or implications associated with the approval of these documents.

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

RESOLUTION NO. 44-1314
A RESOLUTION OF THE GOVERNING BOARD OF THE
WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
ADOPTING UNIFORM SYSTEM OF PREQUALIFYING AND RATING
PROSPECTIVE BIDDERS FOR PREQUALIFICATION ON CERTAIN
CONSTRUCTION PROJECTS PURSUANT TO PUBLIC CONTRACT CODE SECTION
20111.6

WHEREAS, the West Contra Costa Unified School District ("District") intends to prequalify prospective bidders for its Measures J, D 2010 and E 2012 Bond Program Projects; and

WHEREAS, Public Contract Code ("PCC") §20111.6(a) requires that school districts prequalify contractors on all public projects awarded on or after January 1, 2014, that use funds received pursuant to the Leroy F. Greene School Facilities Act of 1998 ... or any funds from any future state school bond monies, and that involves a projected expenditure of one million dollars (\$1,000,000) or more; and

WHEREAS, that prequalification shall be in the form of a "standardized prequalification questionnaire and financial statement" (PCC §20111.6(b)); and

WHEREAS, PCC §20111.6 (b) requires school districts to adopt and apply a uniform system of rating prospective bidders on the basis of the completed questionnaires and financial statements, in order to determine whether the prospective bidders are deemed qualified to bid on District construction projects; and

WHEREAS, PCC §20111.6, requires that general contractors, and if utilized, all electrical, mechanical, and plumbing subcontractors must submit a completed questionnaire and financial statement for prequalification pursuant at least ten (10) business days prior to the date fixed for the public opening of sealed bids or be prequalified for at least five (5) business days prior to that date; and

WHEREAS, the District intends to develop a Questionnaire, Financial Statement and Rating System to be used to prequalify prospective bidders on any construction project meeting the threshold requirements of PCC §20111.6; and

WHEREAS, the minimum criteria set forth in the Rating System shall include, inter alia, a requirement for a prospective bidder to have constructed a minimum number of California school district or community college construction projects of a minimum size within the recent past for the same license classification, and with a similar scope of work to the type of work for which they are bidding; and

WHEREAS, the Questionnaire, Financial Statement and Rating System shall cover, at a minimum, the issues covered by the standardized questionnaire and model guidelines for rating bidders developed by the Department of Industrial Relations; and

WHEREAS, the Questionnaire shall include a process for prospective bidders to appeal certain decisions with respect to the Prequalification Process ("Appeal Process"); and

WHEREAS, in addition to the mandatory prequalification required by PCC § 20111.6, the District intends to adopt the Questionnaire, Rating System, Prequalification Process, and Appeal Process for prequalification on its Major Projects; and

WHEREAS, Major Projects is defined to mean a construction project that has a projected expenditure of Sixteen Million Dollars (\$16,000,000) or more. The prequalification for Major Projects will require that all trade contractors and subcontractors that intend to bid on a Major Project to perform any subcontract work in excess of Five Hundred Thousand Dollars (\$500,000) complete and submit to the District a standardized prequalification questionnaire and financial statement. This enhanced prequalification process enables the District to build a pool of contractors and subcontractors that have demonstrated they meet certain minimum District criteria; and

WHEREAS, District also intends to develop a prequalification for the Richmond Swim Center Building Remediation and Aquatic Programming Project for prequalification of specified trade and specialty contractors and subcontractors; and

WHEREAS, Education Code §35161 provides that "the governing board of any school district may execute any powers delegated by law to it or to the district of which it is the governing board, and shall discharge any duty imposed by law upon it or upon the district of which it is the governing board, and may delegate to an officer or employee of the district any of those powers or duties. The governing board, however, retains ultimate responsibility over the performance of those powers or duties so delegated"; and

WHEREAS, pursuant to Education Code §35161, the Board intends that the District's Superintendent, or his designee, shall have the authority to:

1. Develop and adopt a Prequalification Questionnaire and Rating System to meet the requirements of the Mandatory Prequalification, and prequalification for Major Projects and the Richmond Swim Center Project;
2. Adjust the size, type and number of past projects required of each prospective bidder to prequalify for specific project(s);
3. Adjust the minimum score required to prequalify for specific project(s) for which the District is prequalifying;
4. Remove, add or modify specific questions in the Questionnaire for specific project(s) for which the District is prequalifying;
5. Determine whether to prequalify prospective bidders on projects that do not require prequalification pursuant to PCC §20111.6;

6. Establish a process for prequalifying prospective bidders on a quarterly or annual basis; and
7. Adjust other requirements of the District's Prequalification Process as necessary to ensure the establishment of a qualified pool of responsible bidders.

NOW, THEREFORE, the Governing Board of the West Contra Costa Unified School District hereby finds, determines, declares, orders and resolves as follows:

Section 1. That the above recitals are true and correct.

Section 2. That the District's Superintendent, or his designee, is hereby delegated the authority to:

1. Develop and establish a prequalification questionnaire, rating system and related process consistent with PCC §20111.6 for the prequalification of contractors and specified subcontractors for the District's construction projects that have involves a projected expenditure of one million dollars (\$1,000,000) or more and that use state school bond funds or for which the District will seek reimbursement from the state.
2. Develop and establish a prequalification questionnaire, rating system and related process for the prequalification of contractors and specified subcontractors for the Major Projects.
3. Develop and establish a prequalification questionnaire, rating system and related process for the prequalification of contractors and specified subcontractors for the Richmond Swim Center Project.
4. Adjust the size, type and number of past projects required of each prospective bidder to prequalify for specific project(s);
5. Adjust the minimum score required to prequalify for specific project(s) for which the District is prequalifying;
6. Remove, add or modify specific questions in the Questionnaire for specific project(s) for which the District is prequalifying;
7. Determine whether to prequalify prospective bidders on projects that do not require prequalification pursuant to PCC §20111.6;
8. Establish a process for prequalifying prospective bidders on a quarterly or annual basis; and

9. Adjust other requirements of the District's Prequalification Process as necessary to ensure the establishment of a qualified pool of responsible bidders.

APPROVED, PASSED AND ADOPTED by the Governing Board of the West Contra Costa Unified School District on this 19th day of December 2013, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

President, Governing Board
West Contra Costa Unified School District

ATTEST:

Secretary, Governing Board
West Contra Costa Unified School District

West Contra Costa Unified School District
1108 Bissell Avenue
Richmond, California 94801
Office of the Superintendent

ITEM REQUIRING ATTENTION----BOARD OF EDUCATION

To: Board of Education

Meeting Date: December 19, 2013

From: Bill Fay
Associate Superintendent for Operations

Agenda Item: F.1

Subject: Project Status Report for Portola Middle School

Background Information:

The District has contracted with HY Architects for the design and construction administration of the Portola Middle School project. The Architect of Record and the Bond Team will provide a brief presentation to the Board on the project's status.

Recommendation:

For information only

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

West Contra Costa Unified School District
1108 Bissell Avenue
Richmond, California 94801
Office of the Superintendent

ITEM REQUIRING ATTENTION----BOARD OF EDUCATION

To: Board of Education

Meeting Date: December 19, 2013

From: Bill Fay
Associate Superintendent for Operations

Agenda Item: F.2

Subject: Project Status Report

Background Information:

The following are provided for review of Facilities Planning and construction in the District's Bond Program and for information regarding individual projects:

- Engineering Officer's Report
- Construction Status Reports

Recommendation:

For information only

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

PROJECT STATUS REPORT

Gompers and LPS Richmond Schools - New Construction

Period Ending: 11/25/2013

Scope: New Construction

Construction Status:

Architect: HMC Architects
Project Manager: Gregory Smith, SGI Construction Management
Project Engineer: Gaile Suarez, SGI Construction Management
Contractor: Lathrop Construction Associates, Inc.
Inspector: Roy Moreno, ABC Inspections, Inc.
WCCUSD Mgr: Andrew Mixer

Contract Status:

Notice to Proceed:	08/20/2012
	Original Approved Projected
Construction Schedule (days):	1,090
Original Completion Date:	08/15/2015
Projected Completion:	08/15/2015

Buildings:

Building A	Leadership Public Schools
Building B	Shared Gymnasium
Building C	Gompers High School

Progress This Period:

- Building A - Exterior wall framing nears completion, interior wall framing, roof carpentry, curbs, insulation, rough mechanical, electrical, and plumbing.
- Building B - Gym roof sheathing, architectural concrete wall, rough mechanical, electrical, and plumbing.
- Building C - Exterior wall framing continued, rough mechanical, electrical, and plumbing.

Anticipated Progress Next Period:

- Building A - Exterior wall mock up, sheathing, interior wall framing, rough mechanical, electrical, and plumbing continues.
- Building B - Architectural concrete walls, roofing, west side stair installation, and metal stud framing.
- Building C - Metal stud framing, rough mechanical, electrical, and plumbing continues.

Schedule Assessment/Update:

Construction Duration (Calendar Days):	1,090
Construction Calendar Days Elapsed:	462
Construction Calendar Days Remaining:	628
Percent of Contract Calendar Days Elapsed:	42%
Percent of Construction Completed:	42%

Percentage of Work Done	42%	Total Project
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Proposed Changes:

General Comment:

Progress Photos: 11/25/2013



Building A - Interior Metal Stud Framing



Building B - Roofing



Building C - Exterior Metal Stud Framing

PROJECT STATUS REPORT

Helms Middle School - Sports Field and Landscaping

Period Ending: 11/25/2013

Scope: Sports Field and Landscaping Project

Construction Status:

Architect: Baker Vilar Architects
Project Manager: Hector DeLeon, SGI Construction Management
Project Engineer: Maria Zupo, SGI Construction Management
Contractor: Robert A. Bothman, Inc.
Inspector: Brad Williamson, WCCUSD
WCCUSD Mgr: Eduardo Donoso

Contract Status:

Notice to Proceed:	1/7/2013		
	Original	Approved	Projected
Construction Schedule (days):	395	74	469
Original Completion Date:	02/06/2014		
Projected Completion:	4/21/2014		

Buildings:

Building 1	Boys & Girls Restrooms
Building 2	Storage Building
Building 2	Community Center Pad Prep.

Progress This Period:

- Landscaping is nearing completion with 90% of the trees planted.
- No mow fescue (grasses) have been laid on the southern perimeter adjacent to the creek area.
- The infiltration planters curbing is complete between the community center and the basketball courts.
- The Futsal fields class II permeable rock is installed and surveyed.

Anticipated Progress Next Period:

- Installation of the synthetic Futsal Field on the southeastern portion of the project.
- Completion of site furnishing, basketball poles and backboards.
- Paving the remainder of the site and the parking lot of the Community Center.

Schedule Assessment/Update:

Construction Duration (Calendar Days):	469
Construction Calendar Days Elapsed:	331
Construction Calendar Days Remaining:	138
Percent of Contract Calendar Days Elapsed:	70%
Percent of Construction Completed:	72%

Percentage of Work Done	72%	Total Project
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Proposed Changes:

Additional irrigation heads have been installed to irrigate two cork oaks at the southeastern bio swale area.

General Comment:

Progress Photos: 11/25/2013



Landscaping completed at the southwestern bio swale



Concrete flatwork between Community Center and Gym ready for pour



Baseball backstop and class II perm base rock for synthetic turf

PROJECT STATUS REPORT

Kennedy High School - Science Wing Renovation

Period Ending: 11/25/2013

Scope: Science Wing Renovation

Construction Status:

Architect: Powell & Partners
 Project Manager: Herman Blackmon Jr., Amanco, Inc.
 Project Engineer:
 Contractor: BHM Construction
 Inspector: Brad Williamson
 WCCUSD Mgr: Andrew Mixer

Contract Status:

Notice to Proceed:	9/16/2013			
		Original	Approved	Projected
Construction Schedule (days):	365			
Original Completion Date:	9/17/2014			
Projected Completion:	6/20/2014			

Buildings:

Building 400 Kennedy High School

Progress This Period:

- Hard Demo and Removal
- Roof Framing and Curbs
- HVAC and Skylights
- Shear Wall Hanging - in-progress
- Roof Ply In-fills - in-progress
- MEP Rough-in - in-progress
- Rebar and Footings - on-going
- Water Stops - in-progress
- Installed TS Columns
- Added Isolation Valve

Anticipated Progress Next Period:

- Install Crickets on Roof
- Concrete Curbs and Slabs In-fills
- Roofing
- Ceiling Insulation

Schedule Assessment/Update:

Construction Duration (Calendar Days):	365
Construction Calendar Days Elapsed:	70
Construction Calendar Days Remaining:	295
Percent of Contract Calendar Days Elapsed:	19%
Percent of Construction Completed:	32%

Percentage of Work Done	32%	Total Project
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Proposed Changes:

General Comment:

Progress Photos: 11/25/2013



Roof Framing



Poured Footings & Dowels



Waste Line

PROJECT STATUS REPORT

Ohlone Elementary School - West Campus

Period Ending: 11/25/2013

Scope: Ground up Construction of 2 buildings, landscaping and play grounds. Phase I & II.

Construction Status:

Architect: Powell & Partners
Project Manager: Sonya Perkins, SGI Construction Management
Project Engineer: Paul Orr, SGI Construction Management
Contractor: Zovich & Sons Construction Company
Inspector: Mark Eriksen
WCCUSD Mgr: Ferdinand Fergeire

Contract Status:

Notice to Proceed:	08/01/2011		
	Original	Approved	Projected
Construction Schedule (days):	720		1,151
Original Completion Date:	7/21/2013		
Projected Completion:	6/30/2014		

Buildings:

Bldg. A	New Construction- 2 Story Bldg. / Admin & Classrooms
Bldg. B	Classrooms & Restrooms

Progress This Period:

Building A:

- Continue forms and pour curbs gutters & flatwork around site.
- Installation of site furnishings, tile, drywall, railings at stairways, acoustical panels & trim, electrical fixtures & trim, and covered walkway.

Building B:

- Install light fixtures & trim, acoustical panel & trim, casework, form & pour ramp/stairs on Southwest and mecho shades mock up.

Anticipated Progress Next Period:

Buildings A & B:

- Finish all hardscape and prepare for asphalt in December.
- Continue interior finishes (flooring, cabinets, wall panels, ceiling tiles, plumbing fixtures) commissioning/power/hvac.

Schedule Assessment/Update:

Construction Duration (Calendar Days):	720
Construction Calendar Days Elapsed:	618
Construction Calendar Days Remaining:	102
Percent of Contract Calendar Days Elapsed:	85%
Percent of Construction Completed:	78%

Percentage of Work Done	78%	Total Project
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Proposed Changes:

General Comment:

Progress Photos: 11/25/2013



Building A - Casework & Finishes



Covered Walkway from Building A to B



Building B - Restroom Partitions/Tile/Fixtures Installation

PROJECT STATUS REPORT

Pinole Valley High School - Detention Basin

Period Ending: 11/25/2013

Scope: Detention Basin

Construction Status:

Architect: WLC Architects
 Project Manager: Rod Sias, SGI Construction Management
 Project Engineer: Supriya Shrestha, SGI Construction Management
 Contractor: Bay Cities Paving & Grading
 Inspector: Mark Eriksen
 WCCUSD Mgr: Eduardo Donoso

Contract Status:

Notice to Proceed:	11/12/2013			
		Original	Approved	Projected
Construction Schedule (days):	131			
Original Completion Date:	3/22/2014			
Projected Completion:	3/22/2014			

Buildings:

Phase 1 Detention Basin

Progress This Period:

- Phase 1 Demolition and Grading - IN PROGRESS.
- Excavations and Detention Basin - IN PROGRESS.
- Site Survey & Stake - COMPLETED.
- Prepared fill Areas for North and West slopes - IN PROGRESS..
- Placement of fill in North & West slopes - IN PROGRESS.

Anticipated Progress Next Period:

- Place bedding and perforated pipe in Basin.
- Manhole installation at SD Basin.
- Pothole POC at SS Tie-in.
- Install Sanitary Sewer Main.
- Install SS MH's and structures.

Schedule Assessment/Update:

Construction Duration (Calendar Days):	131
Construction Calendar Days Elapsed:	10
Construction Calendar Days Remaining:	121
Percent of Contract Calendar Days Elapsed:	7%
Percent of Construction Completed:	7%

Percentage of Work Done	7%	Total Project
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Proposed Changes:

General Comment:

Progress Photos: 11/25/2013



Saturated due to Rain Event



Excavation for Detention Basin



Placement of fill in North & West slopes

PROJECT STATUS REPORT

Portola Middle School - New Campus

Period Ending: 11/22/2013

Scope: New Campus Project

Construction Status:

Architect: HY Architects
Project Manager: Jose Chapa, SGI Construction Management
Project Engineer: Rene Barrera, SGI Construction Management
Contractor: Arntz, Builders, Inc.
Inspector: Steve Cayson
WCCUSD Mgr: Ferdie Vergeire

Contract Status:

Notice to Proceed:	5/13/2013	Original	Approved	Projected
Construction Schedule (days):	960			
Original Completion Date:	12/29/2015			
Projected Completion:	12/29/2015			

Buildings:

Progress This Period:

- Building B Footings & Rebar 75%.
- Building A interior rough carpentry 70%.
- Building A exterior shear walls 20%.
- Lowering of Building A Basement Slab & Footings 90%.
- Building A alley main utility installation 10%.
- Building D Footings 52%.
- Installation of Main RWL & SS between C & B 47%.
- Building C step footing excavation 90%.

Anticipated Progress Next Period:

- Installation of Sanitary Sewer & Water Line on zone 2.
- Pour & strip footings for Building B.
- Pour & Strip footings for Building D.
- Building A alley main utility installation 50%.
- Building C set footing rebar & 2nd floor footing excavation.
- Building A Roofing.
- Building A exterior shear walls & Facia.
- Building D structural steel.

Schedule Assessment/Update:

Construction Duration (Calendar Days):	960
Construction Calendar Days Elapsed:	192
Construction Calendar Days Remaining:	768
Percent of Contract Calendar Days Elapsed:	20%
Percent of Construction Completed:	16%

Percentage of Work Done	16%	Total Project
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Proposed Changes:

General Comment:

Progress Photos: 11/22/2013



Building B - Footings



Building D - Footings Concrete Pour



Building C - Step Footing Excavation